

25X1A5a1

Contracts, Amendments, executed during period of
23 July 1953 through 29 July 1953~~SECRET~~
Security InformationContract NumberContractorCommodity & QuantityDollar Value

Time Extension

Amend withholding provisions

Amend withholding provisions

Amend description of model

1954 radiator repairs

Renewal for FY 1954

Add'n of typewriters for service

Sale of Kelley #2 Press

\$ 4,610 recpt.

Total of

8

\$ 4,510 recpt.

Other Actions Completed

11

Status of Contract Actions Pending for Contract Section
as of 29 July 1953

A. No Action	5	
B. Pending receipt of more information, clearances, etc.	12	
C. Pending bid opening and award	10	
D. Negotiations Underway	7	
E. Pending drafting of contractual documents	5	
F. No further action required by procurement officer		39
1. Pending typing and mailing to Contractor	10	
2. Pending signature of Contractor	7	
3. Pending final clearance and signature of Contracting Officer	2	
		19
		58
		<u>58</u>

Note: 8 actual requisitions and 26 memos and letters were received during the week which will require contract or other action by the Contract Procurement Officers. Since in many cases two or more of these documents will be consolidated into one action, these figures do not mean that 34 separate actions will be required. The figures above of contract action requests received, completed, or pending are on this consolidated basis. The consolidations, cancellations and transfers resulted in net new contract actions of 14.

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Security Information

SECRET
Security Information
PURCHASE SECTION REPORT
For Week Ended 29 July 1953

Requisitions

Balance pending end of previous week	310	
Received during week	146	
	456	
Completed during week	125	
Balance pending end of week	331	

Purchase Orders Issued

103** \$ 42,943.06

Backlog of Typing

Purchase Orders	51	
Correspondence	5	
Invitations to Bid	23	
Bills of Lading	0	
Total	79	

STATUS OF PENDING REQUISITIONS*

A. Without Action

Held less than 15 days	152	
Held more than 15 days	-0-	
Total	152	

Estimated Value

\$ 51,003.37
-0-
\$ 51,003.37

B. With Action

Pending Information from Requisitioning Office

Held less than 30 days	3	
Held more than 30 days	2	
Total	5	

\$ 1,000.00
500.00
\$ 1,500.00

Pending Receipt or Opening of Bids

Held less than 30 days	122	
Held more than 30 days	-0-	
Total	122	

\$ 34,433.00
-0-
\$ 34,433.00

Pending Clearance from GPO and/or GSA

Held less than 30 days	14	
Held more than 30 days	-0-	
Total	14	

\$ 18,700.00
-0-
\$ 18,700.00

Pending Completion of Service and/or Billing

Held less than 30 days	38	
Held more than 30 days	-0-	
Total	38	

\$ 1,246.00
-0-
\$ 1,246.00

Total with Action

179

\$ 55,879.00

C. Total Pending Requisitions

331

\$106,882.37

D. Total Hours of Overtime during the past week: 2 hours.

* Details for each Purchasing Agent are in Purchase Section

**Approximately 100 typed orders do not appear on this report because the absence of Distribution Clerk.